Update Registration and Listing Information

1. Some updates to Registration and Listing information may change whether you are required to pay the establishment registration user fee (See [Who Must Register, List & Pay the Fee](#)). If you are now required to pay, you must first visit the [Device Facility User Fee website](#) to pay the user fee. Once you make payment and receive confirmation numbers for your payment (PIN/PCN), proceed to the next step.
2. Use your existing FURLS account ID and password to log on to the site at: https://www.access.fda.gov/oaa/
3. Select the DRLM button (Device Registration and Listing Module). On the next screen that discusses firms that have to pay, bypass that screen if you have already paid or don't have to pay by clicking on Continue.
4. Select the Change Registration link or Change, Cancel or Reactivate Listing link to update your registration and listing information.
5. Review the registration information for your establishment and make any updates
6. Review your listing information (if you are required to list your devices) and make updates
7. If you are prompted to enter payment confirmation numbers (PIN/PCN), you must enter this information for FDA to accept your information. Without these numbers (if prompted), you will have to enter your information again. If you do not have a PIN/PCN, then you must first visit the [Device Facility User Fee website](#) to pay the user fee.